

**Hawaii Strategic Development Corporation
Launch Akamai Venture Accelerator (LAVA) Program
Request for Information**

Key Dates	Event	Location
JULY 2, 2012	Release of RFI	hsrc.hawaii.gov
JULY 16-18, 2012	RFI Information Sessions	To be announced
July 2 – August 17, 2012	Written questions accepted	karl.fooks@dbedt.hawaii.gov
AUGUST 3, 2012	Accelerator Workshop	To be announced
5:00 PM HST AUGUST 31, 2012	Deadline for RFI submissions	karl.fooks@dbedt.hawaii.gov
October 31, 2012	LAVA Program 2012 funding completed	

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1	Hawaii Strategic Development Corporation	3
	<i>1.1. Background</i>	<i>3</i>
	<i>1.2. Request for Information</i>	<i>3</i>
	<i>1.3. The RFI Process and Awards Process</i>	<i>4</i>
2	Launch Akamai Venture Accelerator (LAVA) Program Description	5
	<i>2.1. Purpose</i>	<i>5</i>
	<i>2.2. Goals and Objectives</i>	<i>5</i>
	<i>2.3. Eligibility</i>	<i>6</i>
	<i>2.4. Funding and Cost Match</i>	<i>6</i>
	<i>2.5. Term of Project</i>	<i>7</i>
3	General Proposal Requirements	8
	<i>3.1. General Instructions</i>	<i>8</i>
	<i>3.2. Trade Secret Information</i>	<i>8</i>
	<i>3.3. Order and Content of Proposal Sections</i>	<i>8</i>
	<i>3.4. Page Limitations</i>	<i>12</i>
4	Evaluation Criteria	13
	RFI Process, Awards Process and Mandatory Compliance	14
	Applicant Information Page	18

Hawaii Strategic Development Corporation Launch Akamai Venture Accelerator (LAVA) Program Request for Information

1 Hawaii Strategic Development Corporation

1.1. Background

The Hawaii Strategic Development Corporation (HSDC) is an agency of the State of Hawaii with the mission to encourage economic development and diversification in Hawaii through innovative actions in cooperation with private enterprises. HSDC manages investment programs to stimulate private capital investment in Hawaii toward investments that promote the welfare of citizens in this State, economic growth, employment, and economic diversification. HSDC uses public funds to provide incentives to private investment activity, by co-investing public funds in private financial organizations to increase the impact of the public investment while utilizing the investment acumen of the private sector, and by using public funds to reduce the risks of private investments.

HSDC is deploying capital under the provisions of its Seed Capital Assistance Program, HRS Section 211F, Part II, to promote technology commercialization that will contribute to the economic development of Hawaii. By investing in the commercialization of new technologies, nurturing early-stage companies, and fostering technology development that makes existing industries more productive, HSDC seeks to promote economic growth through innovation. In targeted areas of technology the multi-year HSDC initiative, supported with over \$15 million of investable funds, is catalyzing the growth of existing and emerging industry clusters throughout the state by:

- Improving the capacity of Hawaii's entrepreneurial ecosystem to deliver services and attract capital necessary to create and grow scalable technology-based enterprises;
- Increasing the technical capabilities and business competencies of Hawaii value chains within key existing and emerging driver industries and pursue targeted attraction to fill gaps; and,
- Cultivating a highly collaborative and innovative environment that encourages Hawaii's community of technology seekers and problem solvers to regularly exchange new knowledge in pursuit of targeted market driven commercial opportunities.

For more information about HSDC, please see www.hsdh.hawaii.gov.

1.2. Request for Information

This Request for Information (RFI) is being issued for an award of HSDC funds under the HSDC's LAVA Program pursuant to Act 170 SLH 2012 and will be released by publication on the HSDC website at www.hsdh.hawaii.gov.

HSDC reserves the right to fund any Proposal in full or in part, to request additional information to assist in the review process, to reject any or all proposals responding to this RFI, and to re-issue the RFI and accept new proposals if HSDC determines that doing so is in the best interests of the State of Hawaii (State). Issuing this RFI does not bind the State to make an award of HSDC Funds. Any award of HSDC Funds in respect to this RFI will be subject to availability of funds as provided in Hawaii Revised Statutes (HRS) Section 211F.

HSDC administers this RFI and reserves the right to adjust the dates for this RFI for whatever reason it deems appropriate. HSDC will administer all funds awarded under this RFI.

1.3. The RFI Process and Awards Process

The RFI process will consist of the following steps:

- Release of RFI
- Questions & Answers (Q&A)
- Submittal of Proposals

Each of these steps is discussed in Appendix A – RFI Process, Awards Process and Mandatory Compliance.

The Awards Process will consist of the following steps:

- Proposal Review and Evaluation Procedures
- Award Decision
- Award and Agreement Preparation and Execution

Each of these steps is discussed in Appendix A – RFI Process, Awards Process and Mandatory Compliance.

Please note that the Review Process may be conducted in two stages, with the second stage potentially involving an interview with the Lead Applicant (see Section 2.3 for the definition of Lead Applicant).

All questions regarding this RFI must be submitted in writing via e-mail to karl.fooks@dbedt.hawaii.gov with a subject line of "LAVA RFI Q&A".

2 Launch Akamai Venture Accelerator (LAVA) Program Description

2.1. Purpose

HSDC's LAVA Program is an innovative approach to retaining and attracting the best and the brightest talent to Hawaii. This effort seeks to support the establishment of mentorship-driven programs that focus on the professional development of young entrepreneurs with the necessary ambition to commercialize new technologies and looks to link these promising new ventures in Hawaii with early-stage investment capital. The LAVA Program will award funds to accelerators that aggressively recruit young entrepreneurs from within Hawaii and outside the state and foster the young entrepreneurs' professional development by providing a structured framework to build and launch their business in Hawaii.

2.2. Goals and Objectives

The LAVA Program aims to support Hawaii based accelerators which have the potential to become world-class by providing funding to teams operating accelerator programs **and** for the teams of entrepreneurs participating in these accelerators. The over-arching goals for the accelerators include the following:

- Attract and retain entrepreneurial talent in Hawaii by directing resources to accelerate the formation and development of companies;
- Assist young companies in attracting follow-on investment; and
- Foster a culture of entrepreneurship, and raise visibility and excitement about entrepreneurship in Hawaii.

The accelerator model first emerged in 2005 around information technology with the goal of rapidly accelerating the time to secure investment capital and achieve market entry by quickly connecting emerging technology to market needs. The pioneer accelerator, Y Combinator, started in 2005 in Menlo Park, California, followed by TechStars in 2006 in Boulder, Colorado, and both accelerators still remain pre-eminent today. HSDC aims to support accelerators with the potential to reach this caliber.

The accelerator model differs from business incubators due to highly defined programmatic structures including a set duration, identifiable progression targets, and a set number of participating companies. A typical business accelerator can be viewed as an entrepreneurial "boot camp" lasting 10-12 weeks and ending with an Investor "Showcase Day" where entrepreneurs pitch their ventures to local, regional, and national investors.

Companies supported by accelerators typically demonstrate a high likelihood of raising follow-on investment by the end of the program, which generally requires the ability to quickly validate the business model and demonstrate market traction, often involving the deployment of a beta prototype during the program. To accomplish this during the very short program timeframe, accelerator

companies typically leverage platform technologies, utilize inexpensive development tools and are generally capital efficient. For these reasons, most accelerators focus on information technology, though several support a broader range of technologies.

2.3. Eligibility

A Lead Applicant is the entity that submits a Proposal and will be legally and financially responsible for the administration of any resulting award of HSDC Funds.

The Lead Applicant must have a Principal Place of Business in Hawaii. A Principal Place of Business is a facility located in the State of Hawaii where the Lead Applicant, who is registered with the Department of Commerce and Consumer Affairs to conduct business in Hawaii, maintains physical operations managed by a senior representative of the Lead Applicant who is authorized to make decisions and to obligate the Lead Applicant and its resources. This facility must be owned by the Lead Applicant or be subject to a long-term lease.

Lead Applicants awarded HSDC Funds must maintain eligibility while HSDC funds are committed to the Proposal. A Lead Applicant that loses eligibility forfeits its award and may be required to repay the State of Hawaii the full amount of the monies it has received, plus interest.

To be eligible for the program, the accelerators are expected to incorporate the five main features of an accelerator model as defined in “The Startup Factories: The rise of accelerator programmes to support new technology ventures” (Paul Miller, Kristen Bound; NESTA June 2011). These five features are:

- An application process open to all, yet highly competitive
- Provision of pre-seed investment, usually in exchange for equity
- A focus on small teams not individual founders
- Time-limited support comprising programmed events and intensive mentoring
- Cohorts or “classes” of startups rather than individual companies

Importantly, the accelerator program is expected to end with a “Showcase Day” where entrepreneurs pitch their ventures to an expert audience of local, regional, and national investors. In addition, the accelerator is expected to provide a dedicated collaborative facility to the participating teams of entrepreneurs throughout the accelerator session.

2.4. Funding and Cost Match

HSDC anticipates funding two (2) to three (3) Proposals through FY2013. The LAVA Program aims to support Hawaii based accelerators which have the potential to become world-class by providing funding to teams operating accelerator programs **and** for the teams of entrepreneurs participating in these accelerators.

HSDC expects a substantial cost match by the Lead Applicant and its partners. A minimum of a one-to-one match is expected. For the operating costs of the accelerator the cost match can be provided by in-kind contributions. For the investment capital provided to accelerator participants, the cost match must be in cash. The cost match must be committed to the Proposal at the time of HSDC's award of funds.

2.5. Term of Project

A Project is the plan of activity or activities that make up the total scope of work for which an award of HSDC Funds is requested and for which a Proposal is approved. The Project Period is the period during which the work funded by the HSDC award will take place and will be approximately one (1) year. For an additional two (2) years of the Project, the Lead Applicant will continue to follow the business success of the teams, and report these to HSDC each quarter. To the extent the Lead Applicant also manages the investment in the teams; a separate investment report will be required for the life of the investments.

3 General Proposal Requirements

3.1. General Instructions

Proposals must be submitted electronically in a complete single, unlocked, searchable PDF file of the Proposal sent to karl.fooks@dbedt.hawaii.gov.

- Proposals are to be submitted on 8.5 x 11-inch paper.
- Margins must not be less than ¾ of an inch on all sides.
- Font must be 11 point or larger with no more than 6 lines per inch.
- All pages must be numbered consecutively using the format “Page [#] of [total number of pages]” (e.g., Page 2 of 25).
- The Proposal title and Lead Applicant name must appear at the bottom of each page.
- Proposals should not include color figures that cannot be understood when photocopied in black and white.
- The first page of the Proposal must be the Application Information Page.
- Do not include a cover or cover letter other than the Application Information Page.

3.2. Trade Secret Information

Lead Applicants are strongly discouraged from including in a Proposal any information that the Lead Applicant considers to be a “trade secret,” as that term is defined in HRS Section 482B-2. All information submitted in response to this RFI will be considered public information.

3.3. Order and Content of Proposal Sections

3.3.1. Application Information Page

The first page of the Proposal must be the completed Applicant Information Page found in Appendix B – Application Forms to this RFI.

3.3.2. Table of Contents

Prepare a Table of Contents with detail for two levels of headings in the Proposal. This section should also include a list of Charts, Figures, and Tables that appear in the Proposal with a page number for each.

3.3.3. Statement of Work

Please provide the following information pertaining to the accelerator:

3.3.3.1. Stage of Development

- Whether this is a new accelerator, or whether one or more accelerator sessions have already taken place.

3.3.3.2. Focus Area

- Whether the technology focus areas will be broad-based, sector-weighted, or sector-specific.
- If the focus is on area(s) outside of the information technology space, please clearly describe the following:
 - Why this is a good fit for the accelerator model;
 - Which points in the technology/business development timeframe can be accelerated; and
 - How the participating teams will be able to achieve rapid business validation and raise follow-on capital within 6 months of program completion.

3.3.3.3. Team Resources

- Discuss the breadth, depth, and relevant expertise of the mentor network, and a strategy to continue to build, grow, and maintain an extensive and committed mentor base. Indicate how many mentors with relevant expertise have committed their time to the program, and how many hours per week on average they expect to dedicate to the participating teams. If the mentors will be tiered based on their commitment level, please discuss.
- Discuss how the teams will readily gain access to customers for feedback, concept validation, market size assessment, and prototype testing. Provide information about what tools and networks will be available to the participants in order to reach target market customers.
- Discuss the support of the local and regional investment community for the accelerator and how these investor networks are relevant to the focus area(s).
- Describe the planned accelerator methodology, including any formal or informal education sessions, programs to support company development, initiatives to measure and achieve progress targets, and any social or networking activities.
- Briefly discuss the proposed “Showcase Day”, where at the end of the accelerator cycle entrepreneurs will pitch their ventures to local, regional, and national investors.
- Discuss the proposed facility where the accelerator will be based and what makes it stand out as a great environment for accelerator teams and mentors.
- Discuss the corporate and professional services support such as technical expertise, business validation, legal services, and resources which will be available to teams throughout the accelerator experience.
- If a team has not formed a company by the program start date, discuss the ability and process to assist the team in

developing the appropriate legal structure in Hawaii within the first week of the program.

3.3.3.4. Team Selection and Expectations

- Discuss the ability to develop a strong brand recognition and network in order to attract the quality of entrepreneurs desired from Hawaii and outside the State.
- Discuss the process of team selection, including recruitment, application, selection criteria, and screening processes.
- Discuss the expectations from teams, including but not limited to:
 - Location requirements;
 - Participation;
 - Expectations of progress and commitment; and
 - Graduation standards.

3.3.3.5. Team Funding Structure

- Funding structure (e.g. lump sum at the start of the program or multiple phases during the accelerator session contingent on team progress); and
- Equity, convertible note, or other funding requirements from a company as a result of participating in the accelerator.

Remember that a company must be registered in Hawaii prior to receiving HSDC funds. In addition, HSDC reserves the right to negotiate with the Lead Applicant regarding the specifics of investment agreements with the selected teams.

3.3.3.6. Accelerator Timeline

- Describe the proposed timeline for an accelerator session in calendar year 2012, including the expected start and end date. Please indicate whether there is any flexibility in the proposed schedule. HSDC reserves the right to negotiate with the Lead Applicant regarding the proposed timeline if it deems that minimizing the overlap between the accelerators would benefit the program.

3.3.3.7. Media Outreach

- Describe any promotional or social networking tools, and the media/public outreach strategy.

3.3.4. Performance Benchmarks

The Lead Applicant should demonstrate why the accelerator is likely to have a significant impact on Hawaii in the following areas:

- Assisting companies in raising follow-on capital. The initial target is that at least 50% of participating companies will have raised meaningful follow-on capital within 6 months of program completion. It is expected that the best accelerator companies will continue on to become successful, prominent Hawaii companies;
- Increasing the ability to attract top talent in order to create and grow scalable technology-based enterprises;
- Selecting teams likely to derive meaningful benefit from the accelerator;
- Retaining top talent in Hawaii following graduation from the accelerator;
- A meaningful experiential-based education for entrepreneurs; and
- Ability to compete in the global marketplace and achieve enhanced national and/or international recognition for Hawaii.

3.3.5. Experience and Qualifications

This section of the Proposal's narrative must contain information that addresses the subject matter delineated below:

- Organizational Capabilities. Provide a description of relevant organizational experience, capabilities, and resources to operate a highly successful accelerator, keeping in mind that all costs pertaining to the accelerator other than team funding will be borne by the Lead Applicant.
- Demonstrated Leadership Assets. Identify the Program Manager and other Key Personnel who will lead the accelerator, their roles and responsibilities, relevant expertise, and their time commitment to the accelerator. Clearly indicate if any staff members are dedicated to the accelerator on a full time basis or are planned to be dedicated by the accelerator session start date.
- Management Plan. Discuss plans for internal means of communication, information management, and evaluation and assessment of progress. If applicable, describe the software tools to be utilized for team application, entrepreneur education, and mentor/team/stakeholder collaboration, as well as program and data management.
- Biographical Sketches. Biographical information is limited to no more than four (4) individuals whom the Lead Applicant considers key to the success of the accelerator. Biographical sketches shall be no more than one half (1/2) page each and should present only the directly relevant experience.
- Past Performance. If applicable, describe the past performance in the form of previous accelerator results. Please make specific reference to the number of teams which participated in the accelerator and the outcomes such as the follow-on capital raised

by the teams by the end of the program and within 6 months of program completion.

3.3.6. Proposed Funding Model

Describe the sources and uses of funds needed to operate the accelerator other than HSDC funds on a line item basis, and the fundraising strategy if applicable. Delineate the funds which have already been raised and those which are anticipated to be raised for the accelerator session and the expected date. Please note that these funds must be committed to the accelerator at the time the Investment Agreement with HSDC is executed.

Discuss other aspects of the funding model, such as equity or convertible note participation in companies, if applicable. Discuss the path to accelerator self-sustainability.

3.4. Page Limitations

Any pages beyond the page limits listed below will be eliminated from the Proposal before it is sent for review and evaluation. Appendices or other methods to augment the information presented in the Proposal are not allowed. Reference to web-based information to supplement the Proposal is not permitted, and such references will not be considered in the evaluation.

Statement of Work – 5 pages

Performance Goals – 2 pages

Experience and Qualifications – 3 pages

Biographical Sketches – 2 pages (A maximum of four (4) biographical sketches of Key Personnel with each bio limited to one half (1/2) page)

Proposed Funding Model – 2 pages

4 Evaluation Criteria

Proposals will be evaluated based on responsiveness to all the requirements of this RFI and on the Lead Applicant's response to any additional information that may be requested.

The following criteria have been designated with the highest relevance to and weighting for HSDC:

- Alignment of the Proposal with the LAVA Funding Program purpose, goals, objectives, eligibility, and funding as described in Section 2 of this RFI.
- Quality of the responses to the requirements of this RFI outlined in Section 3. Three primary categories of evaluation will be:
 - **Organizational Expertise**
An assessment of the applicant's relevant organizational experience and capabilities to operate a highly successful accelerator program. This category includes areas of past performance, leadership expertise, available resources and credible plans for achieving the specified goals.
 - **Program Capabilities and Plans**
An evaluation of the applicant's understanding and planning for an accelerator program, including its philosophy, programming, and networks. This category covers the areas relevant to the planning and execution of the program, including credible funding from private, non-state sources.
 - **Team Resources**
An assessment of the applicant's ability to compile and deliver the resources to provide participating teams with the best opportunities for success. This category focuses on the breadth, depth and commitment from vital resources, in particular a qualified mentor network, a well-defined team selection process, the ability to access target markets for valuable feedback and validation, the use of well-defined program management tools, the quality of support services, and an ability to gain access to a broad investor network.

Appendix A

RFI Process, Awards Process and Mandatory Compliance

RFI Process: This RFI Process will consist of the following steps:

I. Release of RFI

This RFI will be released by publication on the HSDC website at www.hsdh.hawaii.gov.

II. Information Sessions (Optional)

Information sessions regarding this RFI will be held and will include a presentation by HSDC covering the intent and purpose of this RFI, the requirements of this RFI, the evaluation process that will be used to determine awardees, and a question and answer session. Attendance is encouraged, but is not mandatory.

III. Questions and Answers

All questions regarding this RFI must be submitted in writing via e-mail. Substantive questions and answers will be posted in a Frequently Asked Questions section on the RFI section of HSDC's website. Questions should be sent to karl.fooks@dbedt.hawaii.gov with a subject line of "LAVA RFI Q&A". HSDC reserves the right to edit questions for brevity and clarity.

IV. Submittal of Proposal

It is the responsibility of each Lead Applicant to ensure that HSDC receives Proposals as instructed and by the submission deadline. Late Proposals will not be reviewed.

Proposals should be sent as a PDF attachment to an email to karl.fooks@dbedt.hawaii.gov with a subject line of "LAVA RFI Proposal". The deadline for submission is 5:00PM HST, August 31, 2012.

A Lead Applicant must ensure that a Proposal submitted in response to this RFI complies with all the requirements set forth in this RFI. All Lead Applicants are advised to read this RFI carefully to ensure a complete understanding of the Proposal requirements. In particular, the form, format, and content of all Proposals must follow the directions provided in Sections 2, 3 and 4. The Lead Applicant is solely responsible to ensure its Proposal is complete, accurate, responsive to the requirements of this RFI, and received by HSDC on time.

Note: All costs incurred in preparation of a Proposal shall be borne by the Lead Applicant and its team. Proposal preparation costs and/or Proposal consultancy costs are not recoverable from HSDC funds. The State shall not otherwise contribute to or be liable for the costs of Proposal preparation.

Awards Process: LAVA Program's Awards Process will consist of the following steps:

I. Proposal Review and Evaluation Procedures

Upon receipt of proposals, HSDC staff will conduct an administrative review to screen proposals for compliance with the objective content requirements defined in the RFI. Examples of proposal elements checked in the screening process include Lead Applicant eligibility and proposal completeness. Proposals found to not comply with this RFI's requirements may be eliminated from consideration and not reviewed further.

HSDC staff will score and rank the remaining proposals based on the evaluation criteria outlined in the RFI. This process may include a request for additional information and interviews with the Lead Applicant and its partners.

II. Award Decision

At a public meeting of HSDC's Board of Directors, Proposals recommended for funding will be presented along with necessary programmatic details including information about funds available and program goals and criteria. Lead Applicants will be informed of the meeting at www.hsdhawaii.gov and through direct notification from HSDC staff. If requested, Lead Applicants must attend the HSDC Board of Directors meeting at which Proposals are considered for funding. HSDC staff will be available to respond to questions from HSDC Board members.

HSDC Board members will deliberate and exercise their independent judgment regarding award decisions based on all the information exchanged. The HSDC Board may approve awards subject to conditions identified during its deliberation. HSDC Board acts by the affirmative vote of a majority of its members. The funding decisions of the HSDC Board are final and all Lead Applicants will be notified of the outcome of their Proposals after HSDC Board makes its funding decisions.

All decisions taken by the HSDC Board, including votes and a summary of any award conditions, will be recorded in minutes of the HSDC Board meeting.

III. Award and Agreement Preparation and Execution

Awards of HSDC Funds will be made based on Proposals as submitted (including such modifications as may be agreed by the Lead Applicant), the Project budget, and any conditions set forth by the HSDC Board. The award will remain open for the duration of the Project, plus a reporting period to be determined by HSDC during which reports are required to be submitted to HSDC.

HSDC will prepare an Investment Agreement, a legal agreement setting forth the terms and conditions upon which HSDC Funds are awarded and the respective rights and obligations of the Lead Applicant and HSDC with respect to HSDC Funds and the Project for which they are to be used. The Investment Agreement will incorporate the Proposal and Project budget, as either may have been modified by evaluation findings, funding decisions, or other terms or conditions consistent with the approval by the HSDC Board. HSDC may require the Lead Applicant to provide cash flow projections on a quarterly basis.

Investment Agreements are sent to Lead Applicants for review and signature. HSDC executes Investment Agreements on behalf of the HSDC Board after the Investment Agreement is accepted by the Lead Applicant. Once the Investment Agreement is fully-executed, the Lead Applicant will be considered and referred to as an "Awardee".

An Awardee is required to complete the Project as described in the Awardee's Proposal as submitted and with only those modifications as agreed by the Awardee and HSDC in finalizing the Investment Agreement. HSDC staff and the Awardee will develop a series of performance metrics that will be used to measure progress on the Investment Agreement.

All Awardees will be required to submit to HSDC quarterly progress and metrics reports, as well as invoices and expenditures reports, to document achievement of Project milestones, to report Project-related success stories, and to submit post-Project completion annual reports for a period of time to be determined by HSDC. All reports and invoices will be submitted in the form and format required by HSDC, which may change from time to time.

From time to time during the Term of the Agreement, Awardee may organize conferences or other events open to industry representatives or the general public related to the Project, the subject matter of the Project or associated work of Awardee or its affiliates. In consideration of the Award, up to two (2) representatives of HSDC may attend such conferences and events for the purposes of sharing information between Awardee, its affiliates and other constituents, and HSDC. Awardee shall provide HSDC reasonable advance notice of any such conferences and events. HSDC will not be charged registration fees to attend such events.

Mandatory Compliance: The following restrictions apply to all HSDC Projects:

I. Obligations to the State; Compliance with Laws

Awardees will be required to certify in the Investment Agreement that they do not owe: (1) any delinquent taxes to the State or a political subdivision of the State; and (2) any other moneys to the State, a state agency or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not. Awardees will have to provide a Tax Clearance Certificate from Hawaii Compliance Express.

Investment Agreements will require Awardees to comply with all applicable federal, state, and local laws in the performance of the Project. Awardees must accept full responsibility for payments of all unemployment compensation, insurance premiums, workers' compensation premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by Awardees on the performance of the work authorized by the Investment Agreements.

II. Other Compliance

If the Project also receives funds from HSDC's SSBCI Venture Capital Investment Program, the Awardee will have to comply with the compliance provisions under that program.

Appendix B
Applicant Information Page

Lead Applicant Organization Name			
Lead Applicant Organization Address			
Lead Applicant Primary Contact	Name:		
	Title:		
	Phone Number:		
	Email:		
Accelerator Name			
Accelerator Focus Area(s) (if applicable)			
Accelerator Type	<input type="checkbox"/> Non-profit <input type="checkbox"/> For-profit		
Total Accelerator Budget	\$	HSDC Funds Requested	\$

Has the Lead Applicant, its affiliates, or any of its officers:

- | | |
|---|--|
| a) Been convicted of a felony? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| b) Been convicted of or enjoined from any violation of state or federal securities law? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| c) Been a party to any consent order or entry with respect to an alleged state or federal securities law violation? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| d) Been a defendant in a civil or criminal action? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Authorizing Agent is the individual authorized by the Lead Applicant to accept the terms and conditions of an award of HSDC funds. By signing below, the Authorizing Agent certifies that the information provided in the Proposal is true, accurate, and complete and does not include information considered a "trade secret" under HRS 482B-2.

Typed Name of Authorizing Agent	Title of Authorizing Agent
Signature	Date

For HSDC Use Only

Date Received	Proposal ID #